

MEETING #13 - February 27

At a FY21 Budget Workshop Meeting (#6) of the Madison County Board of Supervisors on February 27, 2020, at 2:00 p.m. at the Madison County Firehouse Lounge Room located at 1223 N. Main Street:

PRESENT: R. Clay Jackson, Chair
Charlotte Hoffman, Vice-Chair
Amber Foster, Member
Carty Yowell, Member
Jack Hobbs, County Administrator
Mary Jane Costello, Director of Finance/Assistant County Administrator

ABSENT: Kevin McGhee, Member

1. Call to Order, Pledge of Allegiance & Moment of Silence

After the Pledge of Allegiance and a Moment of Silence, it was noted that a quorum was present.

Stephanie Murray, Treasurer, and Brian Daniel, Commissioner of Revenue, were also present for today's budget work session.

Supervisor Yowell moved to adopt an amended agenda, seconded by Supervisor Foster. *Aye: Jackson, Hoffman, Foster, Yowell. Nay: (0). Absent: McGhee.*

3. Public Comment

Eleanor Montgomery came forward to report on certain actions by the General Assembly and to express her support for law enforcement and raises for those who work in that area.

4. Budget Work Session

A. FY 21 Revenue Projections

Stephanie Murray, Treasurer, and Brian Daniel, Commissioner of the Revenue, led a discussion on FY21 revenue projections. It was noted that figures for school funding, compensation board funding and sales tax revenues are expected in the coming weeks.

B. Department Head Pay & Classification

County Administrator Hobbs led a discussion on assignment of various department head positions to grades and associated pay adjustments.

C. Discussion on Personnel Cost Estimates for the FY21 Budget

Mary Jane Costello, Finance Director, entered the meeting and gave a report on personnel costs that would be incorporated into the FY21 budget. It was understood that the department head adjustments discussed earlier, cost of living adjustments and workers compensation rate impacts need to be worked into the calculations.

It was understood that cost of living adjustments and potential employees for the emergency communications, courthouse security and the clerk of court's office should be presented as breakout items.

D. Capital Improvement Plan

It was noted that additional information is needed before progress can be made on the capital improvement plan.

E. Review of Outstanding Items

County Administrator Hobbs noted various outstanding items for the budget that need to be resolved in the coming weeks. These include reviewing various departmental operational requests, capital improvements, debt, adjustment to tax rates and administrative fees, the impact of accelerating certain costs (such as vehicle purchases) to the FY20 budget and earmarking reserves.

F. Upcoming FY21 Budget Timetable Items (Hobbs)

It was agreed that the next budget workshop would occur on March 19 and that the March 26 session would feature the school board request and discussion with the financial advisor. The Board indicated that it hoped to be in position to hold the budget hearing on April 14.

5. Public Comment

Robin Brown came forward to suggest cooperating with the school system when procuring employee health insurance.

6. Closed Session

Closed Session

On motion of Supervisor Hoffman, seconded by Supervisor Foster, the Board convened in a closed session pursuant to Virginia Code Sections (A)(7) - Consultation with legal counsel and briefings by staff members pertaining to the Robert Legge litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the Board of Supervisors. ***Aye: Jackson, Hoffman, Foster, Yowell. Nay: (0). Absent: McGhee.***

Supervisor Hoffman moved that the Board re-convene in open session, seconded by Supervisor Foster. ***Aye: Jackson, Hoffman, Foster, Yowell. Nay: (0). Absent: McGhee.***

Supervisor Hoffman moved to certify that only matters lawfully exempted from open meeting requirements pursuant to Virginia Code Sections 2.2-3711(A) (7) and only matters that were identified in the motion to convene in a closed session were heard, discussed or considered in the closed meeting, seconded by Supervisor Foster. ***Aye: Jackson, Hoffman, Foster, Yowell. Nay: (0). Absent: McGhee.***

**** No action was taken as a result of the closed session ****

7. Adjourn

With no further action or discussion being required, Supervisor Hoffman moved to adjourn the meeting at about 5:32 pm, seconded by Supervisor Foster. ***Aye: Jackson, Hoffman, Foster, Yowell. Nay: (0). Absent: McGhee.***

R. Clay Jackson, Chairman
Madison County Board of Supervisors

Clerk of the Board of the Madison County Board of Supervisors
Copies: Board of Supervisors, County Attorney & Constitutional Officers
Adopted on: March 10, 2020



Madison County Board of Supervisors
FY21 Budget Workshop Meeting #6 Agenda
Thursday, February 27, 2020 - 2:00 PM
Madison County Firehouse Lounge Room
1223 N. Main Street - Madison, Virginia 22727

Agenda Items

1. Call to Order, Pledge of Allegiance, Moment of Silence
2. Approval of the Agenda
3. Public Comment
4. Budget Work session

A. FY21 Revenue Projections (*Murray*)

B. Discussion on Personnel Cost Estimates for the FY21 Budget (*Costello*)

- i. Pay & Classification Adjustments
- ii. Part Time and Overtime Estimates
- iii. Retirement Benefit Rates
- iv. Health Insurance Rates
- v. Cost of Living Adjustments
- vi. Workers Compensation Rate Adjustments
- vii. Proposed New Employees

C. Department Head Pay & Classification (*Hobbs*)

D. Capital Improvement Plan (*Hobbs*)

E. Review of Outstanding Items (*Hobbs*)

- i. Operating Budgets
- ii. Capital Improvement Plan Refinement
- iii. Debt Estimates
- iv. Adjustments to Tax Rates and Administrative Fees
- v. Potential Additional FY20 Outlays
- vi. Potential Earmarked Reserves

F. Upcoming FY21 Budget Timetable Items (*Hobbs*) – Personnel Costs

5. Public Comment

6. Closed Session (Legal - 2.2 3711(A)(7))

7. Adjourn